

UNITED STATES DEPARTMENT OF AGRICULTURE

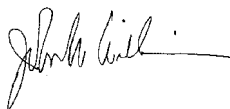
Farm Service Agency
Washington, DC 20250

Notice BU-622

For: State Offices

**Revised FY 2002 Non-Federal County Office Allotments for
Implementing the Farm Security and Rural Investment Act of 2002 (the Act)**

Approved by: Deputy Administrator, Management



1 Overview

A

Background

The Act was signed into law on May 13, 2002. To implement Title I of the Act the Agency was provided with \$50 million. This additional administrative funding will be distributed to support

- 1,000 temporary employee staff years for the remainder of FY 2002 and for FY 2003
- training/travel funds
- software development and ADP program changes
- mailing costs.

FY 2002 full year non-Federal County Office allotments were issued in Notice BU-617 on February 14, 2002, before final provisions of the Act were known. EDSO has issued individual memorandums to all States designating:

- the number of temporary positions allotted to each State
- that implementation funds may be used for hiring temporary employees or for overtime work.

The funding for FY 2002 would begin June 1 through September 30, 2002. The allotment for next fiscal year's temporary ceilings and/or overtime would be allotted at the beginning of FY 2003.

Continued on the next page

Disposal Date

October 1, 2002

Distribution

State Offices

Notice BU-622

1 Overview (Continued)

A

Background (Continued)

In addition to Title I implementation funding, FSA has also realigned FY 2002 appropriated salaries and expenses (S&E) account funds in support of administrative activities associated with the Act. Approximately \$3 million in additional non payroll S&E funding has been included in Exhibit 1.

B

Purpose

This notice:

- includes all previous allotments issued for FY 2002
- issues funding for the remaining 4 months of FY 2002 for temporary positions and/or County Office overtime authorized by EDSO
- issues additional non payroll funding to support County Office training related travel needs
- issues additional non payroll allotment for postage and mailing expenses
- includes Exhibit 1 showing total additional administrative funding for the Act, and final FY 2002 total payroll and non payroll allotments
- does **not** include transfers between payroll and non payroll funds for State requests that have been received by BUD to date, nor has BUD attempted to re-distribute any funding between funds at this time.

Note: States should submit requests for payroll and non payroll fund transfers after receiving this notice and performing a budget review. States that have already submitted requests for transfers should notify BUD of any changes to requests. All such requests will be handled through the FSA-637 process following the issuance of this notice. All States should advise BUD of adjustments between funds **no later than July 15, 2002.**

2 Allotments and Guidelines

A

FY 2002 County Office Allotment Levels

FY 2002 non-Federal County Office allotments in Exhibit 1 are based on the following:

- increased payroll allotment for EDSO-issued temporary employee and/or overtime staff years
- increased non payroll allotment for County Office travel and postage expenses

Note: SED's should manage:

- temporary employees
- overtime for permanent and temporary employees within the payroll allotment provided.
- the average staff year cost for temporary employees in FY 2001 for each individual State, and increased by the FY 2002 pay cost and associated locality pay areas for the remaining 86 paid-for workdays in FY 2002.

State Offices should estimate and issue additional non payroll allotments to County Offices. County Offices will enter the non payroll allotment in the automated CCC-514 ledger, County Office Expense system. The additional payroll allotment is not allotted to County Offices; however, State Offices shall monitor temporary and/or overtime payroll expenses.

B

FY 2002 Federal Employee Overtime

States were issued initial FY 2002 overtime limitations on December 12, 2001. Although the limitation is not an allotment, Federal overtime expended is charged to the State in the Agency accounting system and is monitored by BUD and EDSO.

States are requested to review the current status of their Federal overtime need vs. limitation levels and submit requests for adjustments to EDSO and BUD.

3 Action

A State Office Action

State Offices shall:

- determine and issue additional non payroll allotments in Exhibit 1 to County Offices for Farm Bill related travel and postage
- hold a reasonable reserve at the State Office level to cover non-Federal expenditures made for County Offices
- use the proper transaction code on all State Office checks written for County Office administrative expenses
- advise County Offices, in a single State notice, to adjust FY 2002 CCC-514, by recording the additional non payroll allotment to the, "Check Limitation and Ledger Control"
- monitor **all** payroll and non payroll expenses within their respective allotment totals and ensure that both funds do not exceed the total non-Federal County Office allotment
- remind County Offices to use the proper transaction code on checks issued for **all** operating expenses according to 115-FI

Note: Correct coding on checks, as opposed to the general use of "OE", can be a major factor in determining the proper allotment for each State in the current and succeeding years.

- FAX additional non payroll allotments issued to County Offices on a 510 worksheet to Vicki Stroer, KCFO, at 816-823-1343 and Kathleen Solomon, BUD, at 202-690-0591
 - advise BUD, in writing, of any needed adjustments in the total County Office allotment and **provide justification** for requests to increase the allotment.
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Revised FY 2002 Non-Federal County Office Allotments

Revised FY 2002 Non Federal County Office Allotments						
STATE	Payroll Allotment for Temps (1)	Additional Non Payroll Allotment (2)	Additional Allotment (Col.1+Col.2) (3)	Revised a/ Payroll Allotment (4)	Revised a/ Non Payroll Allotment (5)	FY 2002 Total Allotment (Col.4+Col.5) (6)
ILLINOIS	\$767,000	\$371,000	\$1,138,000	\$28,228,000	\$8,380,000	\$36,608,000
INDIANA	\$470,000	\$290,000	760,000	18,886,000	5,913,000	24,799,000
IOWA	\$639,000	\$375,000	1,014,000	33,050,000	9,260,000	42,310,000
MICHIGAN	\$269,000	\$194,000	463,000	12,179,000	4,849,000	17,028,000
MINNESOTA	\$461,000	\$294,000	755,000	23,716,000	6,905,000	30,621,000
MISSOURI	\$438,000	\$355,000	793,000	23,853,000	7,905,000	31,758,000
OHIO	\$383,000	\$281,000	664,000	17,957,000	5,026,000	22,983,000
WISCONSIN	\$307,000	\$271,000	578,000	16,702,000	4,903,000	21,605,000
MIDWEST	\$3,734,000	\$2,431,000	\$6,165,000	\$174,571,000	\$53,141,000	\$227,712,000
CONNECTICUT	\$27,000	\$17,000	\$44,000	\$982,000	\$405,000	\$1,387,000
DELAWARE	\$27,000	\$12,000	39,000	657,000	276,000	933,000
MAINE	\$29,000	\$43,000	72,000	2,112,000	1,166,000	3,278,000
MARYLAND	\$63,000	\$60,000	123,000	3,237,000	1,139,000	4,376,000
MASSACHUSETTS	\$27,000	\$24,000	51,000	1,427,000	498,000	1,925,000
NEW HAMPSHIRE	\$18,000	\$18,000	36,000	824,000	564,000	1,388,000
NEW JERSEY	\$36,000	\$24,000	60,000	1,304,000	667,000	1,971,000
NEW YORK	\$101,000	\$147,000	248,000	8,055,000	3,865,000	11,920,000
PENNSYLVANIA	\$143,000	\$168,000	311,000	9,445,000	3,423,000	12,868,000
RHODE ISLAND	\$9,000	\$4,000	13,000	264,000	56,000	320,000
VERMONT	\$27,000	\$30,000	57,000	1,485,000	731,000	2,216,000
VIRGIN ISLANDS	\$0	\$0	0	47,000	26,000	73,000
WEST VIRGINIA	\$34,000	\$100,000	134,000	4,678,000	2,018,000	6,696,000
NORTHEAST	\$541,000	\$647,000	\$1,188,000	\$34,517,000	\$14,834,000	\$49,351,000
ALASKA	\$26,000	\$11,000	\$37,000	\$712,000	\$229,000	\$941,000
IDAHO	\$90,000	\$109,000	199,000	6,352,000	2,148,000	8,500,000
MONTANA	\$120,000	\$155,000	275,000	12,152,000	4,145,000	16,297,000
NEBRASKA	\$422,000	\$273,000	695,000	24,024,000	6,128,000	30,152,000
NORTH DAKOTA	\$291,000	\$170,000	461,000	18,365,000	5,000,000	23,365,000
OREGON	\$55,000	\$84,000	139,000	4,943,000	2,032,000	6,975,000
SOUTH DAKOTA	\$320,000	\$192,000	512,000	17,799,000	4,051,000	21,850,000
WASHINGTON	\$63,000	\$98,000	161,000	5,244,000	1,775,000	7,019,000
WYOMING	\$47,000	\$58,000	105,000	3,383,000	755,000	4,138,000
NORTHWEST	\$1,434,000	\$1,150,000	\$2,584,000	\$92,974,000	\$26,263,000	\$119,237,000
a/ Includes FY2002 County Office Allotment previously issued in Notice BU-617.						

Revised FY 2002 Non-Federal County Office Allotments (Continued)

Revised FY 2002 Non Federal County Office Allotments						
STATE	Payroll Allotment for Temps (1)	Additional Non Payroll Allotment (2)	Additional Allotment (Col.1+Col.2) (3)	Revised a/ Payroll Allotment (4)	Revised a/ Non Payroll Allotment (5)	FY 2002 Total Allotment (Col.4+Col.5) (6)
ALABAMA	\$167,000	\$195,000	\$362,000	\$11,333,000	\$3,404,000	\$14,737,000
ARKANSAS	\$161,000	\$219,000	380,000	14,071,000	2,789,000	16,860,000
FLORIDA	\$75,000	\$83,000	158,000	5,592,000	1,900,000	7,492,000
GEORGIA	\$252,000	\$277,000	529,000	18,350,000	4,138,000	22,488,000
KENTUCKY	\$205,000	\$337,000	542,000	19,141,000	5,701,000	24,842,000
LOUISIANA	\$122,000	\$163,000	285,000	9,540,000	3,372,000	12,912,000
MISSISSIPPI	\$136,000	\$261,000	397,000	14,429,000	5,161,000	19,590,000
NORTH CAROLINA	\$258,000	\$325,000	583,000	20,265,000	4,633,000	24,898,000
PUERTO RICO	\$17,000	\$6,000	23,000	270,000	45,000	315,000
SOUTH CAROLINA	\$78,000	\$145,000	223,000	7,820,000	2,281,000	10,101,000
TENNESSEE	\$170,000	\$290,000	460,000	16,949,000	5,184,000	22,133,000
VIRGINIA	\$97,000	\$188,000	285,000	11,189,000	4,303,000	15,492,000
SOUTHEAST	\$1,738,000	\$2,489,000	\$4,227,000	\$148,949,000	\$42,911,000	\$191,860,000
ARIZONA	\$20,000	\$32,000	\$52,000	\$2,036,000	\$870,000	\$2,906,000
CALIFORNIA	\$128,000	\$137,000	265,000	7,472,000	3,054,000	10,526,000
COLORADO	\$110,000	\$125,000	235,000	7,983,000	1,624,000	9,607,000
HAWAII	\$25,000	\$12,000	37,000	880,000	142,000	1,022,000
KANSAS	\$535,000	\$347,000	882,000	25,722,000	7,931,000	33,653,000
NEVADA	\$18,000	\$24,000	42,000	1,047,000	366,000	1,413,000
NEW MEXICO	\$49,000	\$74,000	123,000	4,009,000	1,199,000	5,208,000
OKLAHOMA	\$210,000	\$234,000	444,000	14,980,000	3,980,000	18,960,000
TEXAS	\$484,000	\$753,000	1,237,000	40,739,000	14,854,000	55,593,000
UTAH	\$17,000	\$61,000	78,000	3,456,000	1,131,000	4,587,000
SOUTHWEST	\$1,596,000	\$1,799,000	\$3,395,000	\$108,324,000	\$35,151,000	\$143,475,000
NATIONAL TOTAL	\$9,043,000	\$8,516,000	\$17,559,000	\$559,335,000	\$172,300,000	\$731,635,000

a/ Includes FY2002 County Office Allotment previously issued in Notice BU-617.

Dennis J. Zataro
 Director, Budget Division

6/11/02
 Date